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DTR-2145

24 October 1968

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Weekly Report of the Office of Training

1. External Training

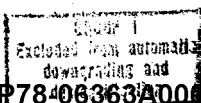
a. Department of Defense Computer Institute. The Inspector General's training officer informed OTR that the IG is selecting certain courses in the ADP field for his staff and asked specifically about the Senior Executive Course at DODCI. As a result of this discussion, [REDACTED] 25X1A9a

25X1A9a [REDACTED] of the Office of the IG was nominated for the Agency's space in the 18 November DODCI offering. CIA also has one space in the next program which begins 16 December. 25X1A6a

b. Programmed Instruction Units Obtained for [REDACTED]. At the request of Commo instructors at [REDACTED] OTR arranged to acquire about 30 programmed instruction units from the Army and Air Force. These pertain to teaching techniques and various technical subjects. [REDACTED] will 25X1A6a

carefully review them to determine if any can be used, or modified for use, in their courses.

c. JCS-DIA Orientation and Project HELPFUL. The Defense Intelligence Agency's Project HELPFUL will be held on 13-14 November. The Agency has an ample quota of 35 spaces, of which four are allocated to the DDS.

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On 20-21 November, the Agency will host the JCS-DIA Orientation, a semi-annual program. The Executive Director-Comptroller has been invited to open the program and the DCI to give the closing remarks.

d. Language Conference for Managers. OTR's Language School Chief recently attended a four-day language training conference sponsored by the Defense Language Institute. Held at a lodge in Boiling Springs, Pa., the central theme was "Language Training and the Manager." Our representative was somewhat surprised and relieved to find that, like himself, many of the language training managers did not possess linguistic backgrounds. About 70 persons attended the conference, including officers from seven foreign countries. C/LS thought that his participation in this conference was most timely and beneficial.

## 2. Internal Training

25X1A Closer Coordination with FE [REDACTED] in the Offing. With the arrival of

25X1A8a

25X1A9a [REDACTED] on the FE [REDACTED] scene, it is clear that a new impetus will be

given to Vietnam training programs. Chief, Operations School, recently

25X1A9a

25X1A9a met with [REDACTED] (a former OTR instructor) to discuss the role [REDACTED]

an old FE hand, will fill when reassigned in December from [REDACTED]

25X1A6a

to Headquarters Training, Operations School. We expect increased sup-

port by OTR will be required and we will undoubtedly develop more closely

coordinated working relationships with [REDACTED] in the process.

25X1A8a

25X1A6a 3. [REDACTED] Items

25X1C4a

a. New Boiler Plant Alarm System. A [REDACTED] endorsed alarm system

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has now been installed in the Boiler Plant which will automatically signal the telephone operators if there is any malfunction of the boiler system. A telephone operator would then immediately alert stand-by maintenance personnel. This system is in effect after regular duty hours and eliminates the need to have an employee actually on duty at the plant.

25X1A

b. Visit by FBI Agents. The FBI resident Agent, [REDACTED] accompanied by the new Special Agent in Charge [REDACTED] Mr.

25X1A6a

[REDACTED] visited the [REDACTED] on 11 October for a tour of the facilities and briefings by the COS and the Security Officer.

25X1A6a

4. Non-Agency Briefings

a. The new chief of [REDACTED]

25X1C8c

visited Headquarters on 14 October for a briefing on the functions and organization of CIA. An OTR instructor participated in the briefing by explaining in a general way the FI and CI training given the Agency's operational personnel. [REDACTED] was specifically interested in training in international communism and in counterintelligence.

25X1C8c

b. In addition, the following non-Agency briefings were given:

25X1X7

[REDACTED]  
Enforcement Community" and "The Role of CIA."

At the [REDACTED] 25 technicians on "Chinese Communist Principles Abroad."

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At Fort Holabird, 25 Senior Foreign Officers on "Background  
of Communist Activities in Europe."

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*for* John Richardson  
Director of Training

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